

A G E N D A

FINANCE AND CLAIMS COMMITTEE - STATE ADMINISTRATIVE BOARD

November 13, 2001 Meeting, 11:00 a.m.
Bureau of Local Government, Conference Room A

SECTION I. AGENCY CONTRACTS

Requests approval of the following

1. DEPARTMENT OF ENVIRONMENTAL QUALITY

- | | | | |
|----|---------------------------|---------------------------|-----------|
| 1) | Michigan State University | \$ 1,100,000.00 | Amendment |
| | East Lansing, MI | \$ 2,470,000.00 | New Total |
| | | To facilitate Michigan's | |
| | | Source Water Assessment | |
| | | Program for non-community | |
| | | water supplies | |

SECTION II. DMB CONTRACTS

Requests approval of the following

NEW CONTRACTS

2. DEPARTMENT OF COMMUNITY HEALTH

- | | | | |
|----|----------------------------|------------------------------|----------------|
| 1) | NCS Pearson | \$ 2,160,312.00 | - 3 Years |
| | Savage, MN | 071I2000004 | Surveys of |
| | | Beneficiaries Enrolled under | |
| | | Medicaid Health Plans | |
| 2) | Perkin Elmer Life Sciences | \$ 2,890,720.47 | - 3 Years |
| | Norton, OH | 391R2000059 | Neonatal Assay |
| | | Kits and Supplies | |
| 3) | Pharmacia and Upjohn Co. | \$ 799,146.00 | - 1 Time Buy |
| | Kalamazoo, MI | 391R2000305 | Contraceptives |

3. DEPARTMENT OF CONSUMER & INDUSTRY SERVICES

- | | | | |
|----|-------------------|----------------------|-----------|
| 1) | SWM Systems, Inc. | \$ 549,304.00 | - 3 Years |
| | Kalamazoo, MI | 071I1000546 | Emergency |
| | | Medical Services | |
| | | Educational Programs | |

3. DEPARTMENT OF CONSUMER & INDUSTRY SERVICES continued

2)	SWM Systems, Inc. Kalamazoo, MI	\$ 689,012.50 - 33 Months 071I1000559 Inspection and Certification Services for life support agencies
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4. DEPARTMENT OF CORRECTIONS

1)	Atlantic Textiles Longport, NJ	\$ 1,508,508.00 - 3 Years 071I1000416 Quilted Cloth for MSI
2)	Blauer Manufacturing Co., Inc. Boston, MA	\$ 1,644,252.80 - 5 Years 472R2000213 Officers' Sweaters w/Gore Tex Liners
3)	Jack Young Associates, Inc. Hazleton, PA	\$ 987,015.00 - 5 Years 472R2000215 Officers' Sweaters w/Durpel Plus Liners

5. FAMILY INDEPENDENCE AGENCY

1)	American Toner Products Harriman, NY	\$ 5,569,200.00 - 2 Years 071I1000525 Lexmark Printer Cartridges
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6. DEPARTMENT OF MANAGEMENT AND BUDGET

1)	BOC Group Lansing, MI	\$ 525,800.01 - 5 Years 071I1000354 Compressed Gases Statewide
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7. DEPARTMENT OF TRANSPORTATION

1)	Data Core Systems, Inc. Bingham Farms, MI	\$ 4,742,400.00 - 3 Years 071I1000417 Software Consultant for websites, intranet, and supporting applications
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CONTRACT CHANGES/EXTENSIONS

8. FAMILY INDEPENDENCE AGENCY

1)	Policy Studies, Inc. Denver, CO	\$ 1,500,000.00	Amendment
		\$ 85,409,988.00	New Total
		071B1001316 Project Management Services for CSES	

9. DEPARTMENT OF MANAGEMENT AND BUDGET

1)	Besco Water Treatment, Inc. Battle Creek, MI	\$ 200,000.00	Amendment
		\$ 1,282,982.16	New Total
		071B7000324 General Salt Statewide	
2)	Segal Company New York, NY	\$ 211,000.00	Amendment
		\$ 1,647,000.00	New Total
		071B9000018 Actuarial Services for Office of Retirement Systems	
3)	Unisource Corporation Lansing, MI	\$ 714,476.12	Amendment
		\$ 6,449,942.20	New Total
		071B9000402 Disposable Paper Products - Lower Peninsula	
4)	Reinhart Institutional Foods Marquette, MI	\$ 150,039.50	Amendment
		\$ 1,360,863.20	New Total
		071B9000403 Disposable Paper Products - Upper Peninsula	
5)	Deloitte Consulting, LLP Lansing, MI	\$ 755,000.00	Amendment
		\$ 4,126,764.00	New Total
		071B0000781 Consulting Services for the development/ management of the program management office of eMichigan	
6)	Marsh, USA Detroit, MI	\$ 1,400,000.00	Amendment
		\$ 1,637,000.00	New Total
		071B1001507 Insurance premium costs for the State Building Authority	

9. DEPARTMENT OF MANAGEMENT AND BUDGET continued

7)	Sysco Food Services of Grand Rapids	\$ 750,000.00	Amendment
	Grand Rapids, MI	\$ 803,461.56	New Total
		071B1001693	Pancakes, Waffles, & French Toast, U.P. & Western L.P.

10. DEPARTMENT OF CONSUMER AND INDUSTRY SERVICES

1)	Douglas Associates, Inc.	\$ 502,600.00	Amendment
	Battle Creek, MI	\$ 1,497,600.00	New Total
		071B0000241	Remote Initial Claims Consulting Services for the Unemployment Agency

SECTION III. RELEASE OF FUNDS TO WORK ORDER

SECTION IV. REVISION TO WORK ORDER

SECTION V. CLAIMS - PERSONAL PROPERTY LOSS

11. DEPARTMENT OF COMMUNITY HEALTH

1) Peter Meriweather \$ 86.00

The claimant (01-SAB-231) requests \$86.00 reimbursement for a walkman, earphones and a cassette tape that were lost when claimant put them down to go play basketball. The Department recommends denial of this claim because the State was not negligent.

2) Judy Potter for Andrew Potter \$ 55.96

The claimant (01-SAB-232) requests \$55.96 reimbursement for a CD player and three CD's that she loaned to her son. When her son left the facility, his property was shipped home but the CD player and CD's were not in the box when it arrived. The Department recommends approval of this claim.

12. DEPARTMENT OF CORRECTIONS

Employee Claims

- 1) Kathleen Lemke \$518.00

The claimant (01-SAB-235) requests \$518.00 reimbursement for the loss of eyeglasses she left on her desk and were stolen. The glass case was found the next day. There was no neglect on the part of the State. The Department recommends denial of this claim.

- 2) Ronald Sharpe \$500.00

The claimant (01-SAB-233) requests \$500.00 reimbursement of his insurance deductible for damages to his trailer. A gate accidentally fell on the trailer at a facility. The claimant's insurance deductible is \$250.00 based upon the information submitted. The Department recommends reimbursement of the \$250.00 insurance deductible for this claim.

- 3) Raymond Williams \$189.00

The claimant (01-SAB-234) requests \$189.00 reimbursement for the replacement of eyeglasses lost while working at the docking area. The glasses must have fallen out of his pocket and he could not find them. There was no negligence on the part of the State. The Department recommends denial of this claim.

Inmate Claims

- 4) Leon Bell # 248929 \$ 24.75

The claimant (01-SAB/DOC-468) requests \$24.75 reimbursement for his headphones that staff mailed out for repair. The repair company never received them. The Department recommends denial of this claim because the State cannot guarantee delivery by the US Postal Service.

- 5) Kevin Brantley # 280601 \$ 32.00

The claimant (01-SAB/DOC-477) requests \$32.00 reimbursement for his walkman that was accidentally dropped by staff. The Department recommends approval \$3.00 for the residual value

12. DEPARTMENT OF CORRECTIONS continued

from the Average Cost Schedule because claimant did not provide a receipt.

- 6) Jerry Doss # 241389 \$ 22.29

The claimant (01-SAB/DOC-476) requests \$22.29 reimbursement for his tape player that was lost while under the sole control of the Department. The Department recommends approval of \$18.17 for the depreciated value of the one-year-old tape player.

- 7) Dennis Faber # 216481 \$ 12.50

The claimant (01-SAB/DOC-479) requests \$12.50 reimbursement for a multi-strike typewriter ribbon and a dual pack of lift-off correction ribbon. Claimant ordered these items and when they arrived they were not the correct ones. They were lost by staff before they could be mailed back for exchange. The Department recommends approval of \$16.00 which was the amount of the order.

- 8) Andre Hadley # 242962 \$179.00

The claimant (01-SAB/DOC-483) requests \$179.00 reimbursement for his typewriter that was accidentally broken by staff. He did not provide a receipt but his request is reasonable; therefore, the Department recommends approval of \$17.90 for the residual value of the typewriter.

- 9) Ali Jabr # 192250 \$ 50.00

The claimant (01-SAB/DOC-495) requests \$50.00 reimbursement for a "metal neck chain" that was lost while under the sole control of the Department. Claimant did not provide a receipt to verify that it was a precious metal so the Department recommends approval of \$5.00 for the residual value of the chain.

- 10) Keith Link # 307207 \$ 72.28

The claimant (01-SAB/DOC-478) requests \$72.28 reimbursement for a tape player/radio and headphones that were allegedly missing after he unpacked his property. There was no evidence

12. DEPARTMENT OF CORRECTIONS continued

that he owned a tape player/radio. The Department recommends approval of \$27.29 for the headphones.

- 11) Robert Mathis # 119876 \$ 62.13

The claimant (01-SAB/DOC-470) requests \$62.13 reimbursement for a pair of shoes that were mailed back to the company because they were too small. The Department recommends denial of this claim because they were lost by the US Postal Service.

- 12) Christopher Maye # 242482 \$ 76.15

The claimant (01-SAB/DOC-496) requests \$76.15 reimbursement for his tape player/radio and beard trimmers that were lost while under the sole control of the Department. The Department recommends approval of \$16.80 for the depreciated value of the one-year-old beard trimmers and \$39.56 for the depreciated value of the one-year-old tape player/radio, totaling \$56.36.

- 13) Rico Menefee # 187022 \$ 76.00

The claimant (01-SAB/DOC-484) requests \$76.00 to reimburse him for his radio, beard trimmers, printwheel and other toiletries lost while under staff control. Toiletries are not reimbursable. There was no listing of a printwheel or correction tape so no reimbursement would be allowed for these items. The brush was depreciated to a value of \$1.06. The beard trimmer was less than one year old and reimbursement of \$25.99 is recommended. There was no receipt for the radio, so the residual value from the Average Cost Schedule of \$2.00 was recommended. The Department recommends a total of \$29.05 for this claim.

- 14) John Siebert # 219771 \$800.00

The claimant (01-SAB/DOC-497) requests \$800.00 for clothing items confiscated by staff and donated to charity. The claimant's clothing was seized because it was not numbered. A hearing was held and the claimant could not prove ownership. After 30 days, the clothing was donated to charity per policy. The Department recommends denial of this claim.

12. DEPARTMENT OF CORRECTIONS continued

- 15) Jesse Smith # 190681 \$ 20.00

The claimant (01-SAB/DOC-482) requests \$20.00 reimbursement for the loss of his tape player while under staff control. There were no receipts provided. The Department recommends \$3.00 reimbursement based upon the residual value of the average cost of a tape player.

- 16) Rickey Smith # 170635 \$ 91.99

The claimant (01-SAB/DOC-498) requests \$91.99 reimbursement for replacement of his damaged TV while under staff control. No receipts were provided. The Department recommends the residual value of \$8.00 for this claim based upon the average cost of a TV.

- 17) Joseph Stewart # 263004 \$150.00

The claimant (01-SAB/DOC-471) requests \$150.00 reimbursement for replacement of his typewriter damaged as a result of staff action. The Department recommends the two year depreciated value of \$107.87 for this claim.

- 18) David Valles # 241506 \$182.17

The claimant (01-SAB/DOC-499) requests \$182.17 reimbursement for damages to his typewriter while under staff control. The Department recommends the three-year depreciated value of \$72.86 for this claim.

- 19) Christina Walch # 290340 \$ 25.00

The claimant (01-SAB/DOC-500) requests \$25.00 reimbursement for the loss of clothing items received but taken as contraband. There is no verification that any clothing items were taken as contraband. There is no indication of loss provided. The Department recommends denial of this claim.

- 20) James Wallace # 271149 \$ 89.99

The claimant (01-SAB/DOC-486) requests \$89.99 reimbursement for the loss of his TV that was damaged while under staff control. The Department recommends approval of \$91.05 for the cost of the TV.

12. DEPARTMENT OF CORRECTIONS continued

- 21) Carlton West # 237293 \$ 45.00

The claimant (01-SAB/DOC-501) requests \$45.00 reimbursement for the loss of research material ordered, received by the facility and given by staff to another inmate. The wrong inmate then had the documents destroyed. The Department recommends reimbursement of \$45.00 for this claim.

13. DEPARTMENT OF STATE

- 1) Laura Bale \$ 56.00

The claimant (01-SAB-189) requests \$56.00 reimbursement for towing and storage costs incurred due to an error in updating her drivers license. The Department recommends approval of this claim.

- 2) Angela Burgett \$253.00

The claimant (01-SAB-238) requests \$253.00 reimbursement for a ticket and towing and impound costs incurred as a result of a registration error by the Department. The Department recommends approval of \$233.00 for these items and a refund will also be processed internally for two temporary permits.

- 3) Martin Burke \$999.99

The claimant (01-SAB-239) requests \$999.99 reimbursement for Use Tax paid as a result of a title transaction that was not processed properly. The Department recommends approval of this claim.

- 4) Tracy Dunckel \$190.00

The claimant (01-SAB-214) requests \$190.00 reimbursement for towing and impound costs and lost wages due to an error in transferring her vehicle. The Department recommends approval of \$189.00 for this claim.

- 5) Alysia Frenette \$579.96

The claimant (01-SAB-180) requests \$579.96 reimbursement for camping fees, phone calls, food, towing and storage fees, and mileage caused when an error was made in transferring

13. DEPARTMENT OF STATE continued

registration. The Department recommends approval of \$180.00 for towing and storage but the remainder of the costs were unrelated to the Department error.

6) Joann Kniga \$100.00

The claimant (01-SAB-203) requests \$100.00 reimbursement for a court filing fee due to a branch office error. The Department recommends approval of this claim.

14. DEPARTMENT OF STATE POLICE

1) Michael Lopez \$100.00

The claimant (01-SAB-005) requests \$100.00 reimbursement for his insurance deductible for damages from a State vehicle passing him at a high rate of speed causing stones to damage his windshield. The Department recommends approval of this claim.

15. DEPARTMENT OF TRANSPORTATION

1) Raymond King \$100.00

The claimant (01-SAB-236) requests \$100.00 reimbursement for his insurance deductible for damages from a bridge repair operation dropping sparks on his car causing damage to the car hood and windshield. The Department recommends approval of this claim.

2) Stan Lipka \$ 97.41

The claimant (01-SAB-195) requests \$97.41 reimbursement for damages to his vehicle incurred when he hit a pothole on I-696. The Department's investigation indicated that the highway had been maintained on a regular basis and recommends denial based upon lack of notification of the road hazard.

SECTION VI. CLAIMS - PERSONAL INJURY LOSS

SECTION VII. APPROVAL OF SPECIAL ITEMS

16. DEPARTMENT OF ATTORNEY GENERAL

Requests approval for write offs of 1,048 delinquent restitution accounts as uncollectible, representing a total indebtedness of \$1,729,718.88. These debts are barred by the Statute of Limitations in accordance with *MESC v Westphal*.

17. FAMILY INDEPENDENCE AGENCY

The FIA appropriations bill requires that liens be placed on real property when State Emergency Relief (SER) is issued for mortgage payments, land contract payments, property taxes and home repairs. The lien is required when payments exceed \$250.00 on one or a combination of these services. Such payments were made for delinquent taxes, and the recipients have prepaid the Department in full. The Department is requesting permission from the Board to release the following lien:

\$1,725.04 at 505 E. Foss Ave., Flint, MI

18. DEPARTMENT OF TRANSPORTATION

- 1) Requests approval to allot \$3,000 of federal/state/local grant funds for airport improvements at the following airports:

1. Charlevoix	\$ (3,000.00)
2. South Haven	<u>3,000.00</u>
TOTAL	0.00

The funds are authorized in Act 265 P.A. 1999, AY01, Account No. 55940.

- 2) Requests approval to allot \$4,502,428 of federal/state/local grant funds to construct new terminal buildings, apron, entrance road, and T-hangers at the following airports:

1. Sault Ste. Marie Chippewa	\$ 1,733,444
2. Traverse City	<u>2,768,984</u>
TOTAL	\$ 4,502,428

The funds are authorized in Act 265 P.A. 1999, AY01, Account No. 55940.

The Director of the Department of Management and Budget recommends approval by the State Administrative Board of the items contained in this agenda. Approval by the State Administrative Board of these award recommendations does not require or constitute the award of same. Award of contracts shall be made at the discretion of the DMB Director or designee.

S U P P L E M E N T A L A G E N D A

FINANCE AND CLAIMS COMMITTEE - STATE ADMINISTRATIVE BOARD

November 13, 2001 Meeting, 11:00 a.m.
Bureau of Local Government Conference Room A

SECTION I. AGENCY CONTRACTS

1s. DEPARTMENT OF AGRICULTURE

- | | | |
|----|--|--|
| 1) | Holstein Association USA,
Inc.
Brattleboro, VT | \$ 1,300,600.00 Total
Livestock Identification
Tracking System |
|----|--|--|

SECTION II. DMB CONTRACTS

Requests approval of the following:

2s. DEPARTMENT OF MANAGEMENT AND BUDGET

- | | | |
|----|---|--|
| 1) | Giga Information Group, Inc.
Norwell, MI | \$ 266,000.00 Amendment
\$ 461,000.00 New Total
Data access subscription for
on-line services |
|----|---|--|

SECTION III. RELEASE OF FUNDS TO WORK ORDER

SECTION IV. REVISION TO WORK ORDER

SECTION V. CLAIMS - PERSONAL PROPERTY LOSS

SECTION VI. CLAIMS - PERSONAL INJURY

SECTION VII. APPROVAL OF SPECIAL ITEMS

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